



State of Louisiana
DIVISION OF ADMINISTRATION

OFFICE OF INFORMATION SERVICES

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GOVERNOR

JERRY LUKE LEBLANC
COMMISSIONER OF ADMINISTRATION

May 3, 2004

To: OrgPublisher Workshop Contacts

Subject: OrgPublisher Workshop

We are offering a half-day workshop to assist the departments with the Org Unit setup tasks which must be completed to take advantage of OrgPublisher. You have been designated as the contact for your department. Each department may send two representatives to a workshop. Available dates are listed below:

Monday, May 17th	A.M. and P.M.
Friday, May 21st	A.M.
Thursday, June 3 rd	P.M.
Wednesday, June 16 th	P.M.

To enroll your department's two representatives in the workshop, send an e-mail to <mailto:DOA-OIS-TDH@LA.GOV> / Subject: OrgPublisher Workshop. Make sure the body of your e-mail includes the name, personnel area, personnel number and 3 date choices in priority order for each of your department's two representatives. Once enrolled, a confirmation will be sent.

If you have questions, please contact ISIS Training at (225) 342-4630.

KLI/ki

c. Whit Kling, Deputy Undersecretary

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